



- MUST USE MOST **CURRENT FORM**
- **PRINT CLEARLY IN BLACK INK**
- MAKE SURE ENTIRE CIRCLE IS **FILLED**

EXAMPLE:

Yes ☒ No ☐

NOTIFICATION OF CHANGE IN OFFICERS, PARTNERS OR SHAREHOLDERS

OFFICER, PARTNER, SHAREHOLDER INFORMATION

I understand that if the licensed company is a corporation and we are terminating any of the officers and/or shareholders, I must submit a certified copy of the minutes of the Board of Directors electing new officers that is attested to by the corporation's elected secretary along with this notification.

Yes ☐
No ☐

↑ THE ABOVE SPACE IS RESERVED FOR OFFICE USE ONLY ↓

I understand that if the licensed company is a partnership and we are changing partners, I must submit the following with this application:

- Certified copy of the withdrawal of ownership that has been filed with the County Clerk by the partner(s) being terminated, and
- Certified copy of the Assumed Name certificate that has been filed with the County Clerk by the new partnership.

Yes ☐
No ☐

Company
Name

Company
License Number

I understand the following requirements for Assignment of a license:

- Assignment of a license is permitted only where the majority of the owners of the original licensee consent to the assignment and will maintain a majority ownership in the proposed assignee (the new company).
- For example, if a sole proprietor wishes to assign his company license to a corporation, he or she must maintain at least 51% ownership in the corporate stock. Otherwise, a new license is required. Similarly, the assignment of a corporation's license would be permitted only if a stockholder's majority consented to it, and this same set of persons would be the majority owners of the new company.
- Alternatively, should a partnership in which each partner owns 50% wishes to dissolve, with one partner taking over the business, no assignment would be permitted. In this case, neither partner owns a majority of the company, so neither can consent to the assignment.

Yes ☐
No ☐

PLEASE TERMINATE THE FOLLOWING PERSON(S) AS OFFICER, PARTNER OR SHAREHOLDER ONLY WITH THE ABOVE COMPANY:

Percentage of Ownership	Full Name (Print)	SSN	Termination Date

PLEASE MAKE NOTE OF THE NEW PERSON(S) FILLING THE POSITIONS OF OFFICER, PARTNER OR SHAREHOLDER. An application to register each of the individuals listed below as officer, partner or shareholder is required within 14 days of the date they begin their duties.

Percentage of Ownership	Full Name (Print)	Position/ Title	SSN	Hired Date

I verify that the information provided is true and correct, and I understand that this is an **official Government record** and that any false statement made on this document or any other supplement provided to the Department may result in **criminal prosecution**.

Signature of Officer or Partner _____ Date ____ / ____ / ____

This form and attachments can be forwarded by mail to:

**Texas Department of Public Safety
Private Security MSC 0242
PO Box 4087
Austin, TX 78773-0001**